Director's Research and Development Fund Proposal FY 2009
Due Date: Wednesday, December 3, 2008 by 4 pm PST

1. Title	
2. Principal Investigator - include only one JPL PI (First Last) - Org./Affiliation	**3. Co-Investigators (First Last)** - Org./Affiliation

4. Budget
   New Proposal [ ]
   FY09	

5. Technology Readiness Levels (if applicable) Starting TRL (1-9): Anticipated TRL (1-9):	**6.** Check box if **Off-Lab** Field Work/Testing Required [ ]

7a. General Objectives: (Clearly and concisely state the proposal objectives and goals and what are the expected deliverables/products of the proposed work.)

7b. Quantitative Objectives: 1) Discuss quantitative capability goal of proposal. 2) Compare with current capability both at JPL and outside JPL

8. Approach: Describe how you plan to achieve your objectives. Give specific tasks and milestones that will be accomplished.

9. Describe the innovative features of this proposal. Specify if this proposed work is a natural evolution advancement or a major breakthrough.

10. Contribution of External Investigators. What strengths do the team members bring to the proposal? External Investigators need to list and describe specific tasks, responsibilities and time periods for the tasks that are being done. If sufficient detail is provided, this may be used as the Statement of Work (SOW) in a JPL sub-contract, which could eliminate the need for a separate SOW request

11. Exchange of Personnel – Describe any plans to have work performed at JPL by partner personnel or at the collaborator location by JPL personnel. JPL PI must demonstrate advantage to JPL. (Extended stay by JPL PI would place PI on voluntary remote assignment status)

12. Significance and impact of results on JPL missions and programs

13. Has the proposal been submitted elsewhere? If yes explain

14. Plans for follow-on funding

15. Budget - Please fill out the budget sheet below. Contact your Section Administrator or Business Administration Manager for current FY2009 rates and assistance in filling out the form.

16. JPL PI Division Manager Approval Signature
Name: Org:

17. External Affiliation Signature:
Name: Org:

18. JPL Principal Investigator Signature
Name: Org:

19. External co-Principal Investigator Signature
Name: Org:

Budget Sheet

Category	AT JPL	AT EXTERNAL INSTITUTION(S)
DIRECT COST		
1. Salaries *(Itemize) (Only "itemize" the person names or job classifications and the number of hours for each. You can show one total $ salary figure for labor.)*		
2. Labor Fringe Rates - Employee Benefits		
3. Cat A Labor (Itemize) *(Only "itemize" the person names or job classifications and the number of hours for each. You can show one total $ figure for labor.)*		
4. Procurements –Equipment, Materials and Supplies (Itemize). JPL - Do not list the contracts for outside collaborators. This total is on line #12 on the external collaborator column.		
5. Procurements – Subcontracts (PS – contracts other than with collaborators) (Itemize)		
6. Services – (Itemize) (JPL be sure to include in-house services at JPL)		
7. Domestic Travel *(only as a research cost; and domestic conference travel is allowed up to a maximum 5% of the total budget)* Itemize with what and where the travel is required.		
8. Other (Itemize) *(Chargebacks, etc.)*		
9. Total Direct Costs (total of dollars 1 through 8)		
10. ALLOCATED DIRECT COSTS (ADC)		
ADC **FY2009 Rates** - See Section Administrator or Business Administration Manager for current rates. ADC costs are calculated on the JPL's total direct costs Item #9 and the external institution(s) budget item #12. Use the RSA ADC rate only if the External Institution is with a university other than the California Institute of Technology or a non-profit institution. The ADC for the RSA should be shown on line 10b.		
ADC at JPL consisting of: a. Labor ADC b. RSA Contract ADC c. Contracts ADC d. Purchase Orders e. General ADC Enter total on Item #10		
11. Overhead -external Institution		

12. Individual Budget: *(JPL add Item #9 Direct Cost and #10 ADC costs for total JPL budget)* *External Institution add Item #9 and Item #11 Overhead for total)*		
13. Combined Budget: *(JPL Budget plus External Institution Budget)*	$	

Figures, Graphics, Tables, etc.
(Please do not use "text-wrapping" when incorporating graphics at the end of the report.)